



**Agenda**  
**Gallatin Municipal-Regional Planning Commission**  
**Special-Called Meeting**

**Monday, February 18, 2013**  
**DR. J. DEOTHA MALONE COUNCIL CHAMBERS**

**Planning Commission - 5:00 p.m.**  
**CITY HALL**

**REGULAR AGENDA**

- 1. DISCUSSION**  
**ZONING TEXT AMENDT. - GZO - SIGNAGE, SECTION 13.07**  
**CITY OF GALLATIN**

**PC0031-12**

Discussion of text amendments to the Gallatin Zoning Ordinance, Article 13.00, Performance and Design Standards.

- 2. MOVE TO ADJOURN**

## Sign Ordinance Discussion

### Comparison of Current and Proposed Regulation

#### 13.07.050 Prohibited

	Current	Proposed
Human Directionals	No Regulations	Prohibited off-premises and in rights-of-way
Vehicle Signs	Prohibited unless behind front line of business	Prohibited in front of business unless used in everyday course of business, or business does not have parking behind building. Must be parked in single designated parking space, may be parked in residential zone for 72 consecutive hours. Vehicles parked on the property for the purpose of current construction shall be permitted for a max. of 30 consecutive days or, an approved final inspection is received for construction in which a permit is required.

#### 13.07.060 Temporary

	Current	Proposed
Banners	Permitted 21 consecutive days 1 time a quarter (84 days/yr. total). No size restriction. Permit required	30 consecutive days 3 times a year. 3 times a year can be used consecutively or separately. (90 days/yr. total). Restricted to max 60 sq. ft.. Permit required
Banners (Open House)	Not in Ordinance	(New Sign) <b>Definition:</b> A temporary on-premise sign to announce the official grand opening of a business. <b>Regulations:</b> Shall be wall-mounted, permitted for 30 days, permitted upon the issuance of the Certificate of Occupancy, grand opening banners are not applicable 45 days after issuance of Certificate of Occupancy, only 1 grand opening banner permitted per business
Inflatable & Airborne	Prohibited	Small tethered inflatables permitted, max. 18" dia., 15 ft. from R-O-W, not above roofline, 4 times a year, and Friday - Sunday and holidays
Real Estate - Non-Residential and Mixed use	Max. size 32 sq. ft., max. height 10 ft., 1 per street front	Max. size 32 sq. ft., max. height 10 ft., 5 ft. from ROW, 1 per street front, permitted as long as property is for sale, lease or auction, on-premise only, no permit required
Real Estate - Residential and Mixed use	Max. size 6 sq. ft., max. height 6 ft., 1 per street front	Max. size 9 sq. ft., max. height 4 ft., 5 ft. from ROW, 1 per street front, permitted as long as property is for sale, lease or auction, on-premise only, no permit required

ITEM 1

PC0031-12

1/31/2013

## Sign Ordinance Discussion

### Comparison of Current and Proposed Regulation

Real Estate - Open House	Max. size 6 sq. ft., max. height 6 ft., 1 per street front, permitted 3 days prior to the open house, must be removed day after open house	Max. size 9 sq. ft., max. height 4 ft., 5 ft. from ROW, 1 per street front, permitted Friday-Sunday and holidays, may be on or off-premise only, no permit required
--------------------------	--	---

#### 13.07.060 Temporary

	Current	Proposed
Real Estate Auction Directional	Max. size 24 sq. ft., max. height 6 ft., permitted 17 days prior to event, must be removed within 3 days after the event, off-premise sign	Max. size 16 sq. ft., max. height 6 ft., 10 ft. from ROW, max number of signs 4, permitted no sooner than 14 days prior to event, must be removed within 3 days after event, off-premise sign, no permit required
Real Estate Directional	Max. size 6 sq. ft., max. height 6 ft., 1 per street front, permitted only for the advertising of an open house	Max. size 6 sq. ft., max. height 3 ft., 10 ft. from ROW, 1 per street front, permitted as long as property is for sale or lease, off-premise sign, no permit required
Sandwich Board	Permitted in CC zone district only, no permit required.	Permitted in all non-residential a mixed use zone districts. Must be on private property, meet ADA compliance and be directly located in front of business, no permit required
Window - Interior	Interior window coverage safety is determined by Zoning Admin. and Police Dept., no percentage requirement, no permit required	Not to exceed 20% window area per elevation, no permit required

#### 13.07.070 Permanent On-Premises Signs in Residential and Mixed Use Zone Districts

	Current	Proposed
Ground Flagpoles	Height regulated under building code	Residential Developments - (intended for entrance to subdivisions) must be shown on and approved with, FMDP, site plan or final plat. Permitted 2 flagpoles, 2 flags per pole, max. 35 ft., permit required for flagpole

#### 13.07.075 Permanent On-Premises Signs in Non-Residential and Mixed Use Zone Districts

	Current	Proposed
Changeable Automated Sign	No Regulations	Single constant color, shall not change more than 8 times in 24 hour period, permit required
Directionals Signs	Under Exempt, no permit required, max size 6 sq. ft.	Under Permanent Signs, permit required, max size 6 sq. ft., max. 2.5 ft tall, min. 2 ft. from ROW

## Sign Ordinance Discussion

### Comparison of Current and Proposed Regulation

Ground Flagpoles	Height regulated under building code	Max. 3 per lot, max. 2 flags per pole, max. 35 ft. tall, 1 flag may contain commercial logo or message, flagpoles in non-residential and mixed use zone districts shall be shown on site plan or FMDP, permit required for flagpole
Outrigger Wall-Mounted Flagpole	No Regulations	12 ft. in length, 1 flag may contain commercial logo or message, permit required for flagpoles

#### 13.07.075 Permanent On-Premises Signs in Non-Residential and Mixed Use Zone Districts

	Current	Proposed
Menu Boards - Freestanding	No Regulations	2 per drive-thru lane, each shall be spaced a min. of 10 ft. apart and from other signs, max. single menu board 50 sq. ft., max. aggregate shall be 60 sq. ft., max. height 8 ft., permit required
Menu Boards - Wall-Mounted	No Regulations	2 per drive-thru lane, total aggregate is 24 sq. ft., permit required
Suspended Signs	No Regulations	1 per entrance to business, max. 2 sq. ft., shall be suspended no less than 7.5 ft. above sidewalk, permit required
Window - Exterior	No percentage regulations pertaining to max. window coverage	Not to exceed 20% window area per facade, permit required

#### 13.07.075.I Wall-Mounted Signs

	Current	Proposed
Single Business Frontage	1 sq. ft. per 1 linear foot of the front face of the building	No changes
Primary Business Frontage (Only applies to businesses that meet the definition of multiple business frontages)	1 sq. ft. per 1 linear foot of the front face of the building	No change to calculations. Primary Frontage calculation shall not be used towards a Secondary Business Frontage
Secondary Business Front (Only applies to businesses that meet the definition of multiple business frontages)	Required to use the calculation as stated in Single Business Frontage for all wall-mounted signs on building	25% of 1 sq. ft. per 1 linear foot of the secondary side of the business. Secondary Frontage calculation shall not be used towards the Primary Business Frontage.

#### 13.07.095 Alternative Plan Approval

	Current	Proposed
Alternative Plan Approval	Only permitted in CC zone district	Permitted in all Non-Residential and Mixed Use Zone Districts

## Sign Ordinance Questions and Revisions

The following information was discussed at the January 28, 2013 Planning Commission meeting. Revisions have been made to the proposed sign ordinance based on the suggestions and/or questions below.

**1. Subsection 13.07.050.G - Human Directional**

- Q.** How do we handle these types of signs during election campaigns? What is considered off-premise?
- A.** Candidates and their representatives are not considered Human Directionals; however, they are still prohibited from standing in the rights-of-way.

**2. Subsection 13.07.050.K.2 – Vehicle Signs, Non-Residential Districts**

- Q.** What if a job/equipment truck or trailer is parked on a site for the purpose of construction or remodeling; these jobs may last a couple of weeks? Is there a provision to allow this type of parking for construction jobs that may last longer than 72 hours?
- A.** The regulation has been revised to include:
- Vehicles parked on the property for the purpose of current construction shall be permitted for a maximum of thirty (30) consecutive days or, an approved final inspection is received, for construction in which a permit is required.

**3. Subsection 13.07.050.R (Prohibited Signs)**

- Q.** Ordinance states "Signs containing red or green lights that might be confused with traffic control lights.... the question was can blue be added?
- A.** Yes, blue has been added to this prohibited regulation.

**4. Subsection 13.07.060.B - Interior Window Signs**

- Q.** The ordinance states "20% of window area" ....it was suggested to change this to, 20% of the window area per elevation.
- A.** The regulation was revised to state: 20% of window area per façade

ITEM 1

PC0031-12

5. **Subsection 13.07.070.A - Permanent On-Premises Signs in Residential and Mixed Use Zone Districts**

Q. Ordinance states: Each residential development containing three (3) through fifteen (15) dwelling units and approved under one (1) plat, final master development plan or site plan shall be permitted one (1) on-premise freestanding sign, with a maximum size sign face of eighteen (18) square feet, at the development entry from a public street.

It was suggested to change this to, 1 per development entry, since 2 access points is the general recommendation

A. Developments with a larger number of dwelling units are permitted to have 1 sign per entrance, up to a maximum of 3 from a public street. The regulation for 3 through 15 dwelling units has been revised to: one (1) on-premise freestanding sign per development entry from a public street, up to a maximum of two (2) from a public street.

6. **Subsection 13.07.070.D – Residential Development Flagpoles**

Q. How would we handle flagpoles at clubhouses within a residential neighborhood?

A. They would be exempt from these regulations.

7. **Q. How would historical markers be handled?**

A. Per, A Planners Dictionary by the American Planning Association, these types of signs are considered, Commemorative Signs. The proposed ordinance has been revised to include the following:

Definition: Commemorative Sign – A sign, tablet, or plaque memorializing a person, event, structure or site.

Regulation: Exempt (Exempt signs are not permitted in the rights-of-way.)

## REGULATIONS

### 13.07.050 Prohibited Signs

It shall be unlawful to erect, cause to be erected, maintain, or cause to be maintained, any sign not expressly authorized by, or exempted from, this Section. Refer to Subsection 13.07.045 for definition of each type of sign.

- A. Animated Signs
- B. Beacons
- C. Billboards
- D. Electronic Display Screen Signs are prohibited within the City of Gallatin. Electronic display screen signs existing prior to February 19, 2008 shall be operated according to standards specified in the Gallatin Municipal Code
- E. Electronic Message Center Signs are prohibited within the City of Gallatin. Electronic message center signs existing prior to February 19, 2008 shall be operated according to standards specified in the Gallatin Municipal Code
- F. Flashing Signs (Interior if visible from outside and exterior signage)
- G. Human Directionals are prohibited off-premise and in the rights-of-way
- H. Pennant Streamers
- I. Portable Signs
- J. Roof Signs
- K. Vehicle Signs
  - 1. Residential Districts: Any sign which is contained in, suspended from, attached to, or painted on a vehicle such as, but not limited to, vehicular trailers, trucks, recreational vehicles, boats, automobiles, truck campers, travel trailers, mobile homes, motorcycles, lawn implants or implements of husbandry, parked on any street or on private or public property for more than seventy-two (72) consecutive hours and which are marked to attract the attention of the public for the purpose of selling, advertising, displaying, demonstrating, or other similar purposes are prohibited. This is separate from the provisions of the home occupation ordinance, Section 12.14. Vehicles parked on the property for the purpose of current construction shall be permitted for a maximum of thirty (30) consecutive days or, an approved final inspection is received for construction in which a permit is required.

2. Non-Residential Districts: Any sign which is contained in, suspended from, attached to, or painted on a vehicle or vehicular trailer, unless such vehicle is in operable condition, carrying all current and valid licenses, and used primarily for the transportation in the everyday and ordinary course of business of the owner thereof and parked in a single designated parking place. Any sign constructed in the bed of a pick-up truck advertising the identity of a business or products available on or off the premises shall be included herein as a prohibited sign.

Delivery vehicles used primarily for the transportation of goods, containing any form of company signage advertising the identity of a business or products available are strictly prohibited and shall be parked behind the front line of the building unless being actively loaded or unloaded. If parking on the property behind the front line is not possible, a delivery vehicle shall be parked in a single designated parking place, or as shown on an approved final master development plan or site plan.

- L. Nonconforming sign, except as permitted by T.C.A. 13-7-208 as amended from time to time.
- M. Signs or sign structures that interfere in any way with free use of any fire escape, emergency exit, or standpipe, or that obstruct any window to such an extent that light or ventilation is reduced to a point below that required by any provision of this Article or other regulations of the City of Gallatin
- N. Signs that resemble any official sign or marker erected by any governmental agency, or that by reason of position, shape, or color, would conflict with the proper functioning of any traffic sign or signal, or be of a size, location, movement, content, color, or illumination that may be reasonably confused with or construed as, or conceal, a traffic-control device
- O. Signs that contain any lighting or control mechanism that causes unreasonable interference with radio, television, or other communication signals
- P. Signs erected on public or private property (such as private utility poles) located on public property, other than signs erected by public authority for public purposes or as otherwise permitted by the Mayor and Aldermen
- Q. Signs that emit audible sound, odor, or visible matter such as smoke or steam
- R. Signs containing red, green or blue lights that might be confused with traffic control lights which are: (1) located within five (5) feet of public rights-of-way or (2) located within one hundred (100) feet of traffic control lights
- S. Signs that are of such intensity or brilliance as to cause glare or impair vision. The Zoning Administrator or designee shall determine whether the intensity or brilliance causes glare or impedes vision according to Subsection 13.07.090

Political	All	16 sq. ft.	6 ft.	5 ft.	N/A	No sooner than 30 days prior to a primary election	Within 7 days after a primary election for losing candidates; within 7 days after a general election for all candidates	No	Shall be placed on private property with the permission of the property owner.
Public Purpose	All							No	Approval by Mayor or City Council required. May be on or off-premise.
Real Estate	Non-Residential and Mixed Use	32 sq. ft.	10 ft.	5 ft. from right-of-way	1 per street front	As long as property is for sale, lease or auction		No	On-premise only
	Residential and Mixed Use	9 sq. ft.	4 ft.						
Real Estate Open House	Residential	9 sq. ft.	4 ft.	5 ft. from right-of-way	1 per street front	Friday	Sunday	No	May be on or off-premise. Only permitted Friday through Sunday only, and on holidays.
Real Estate Development	All	32 sq. ft.	10 ft.	10 ft. from right-of-way	1 per development entrance	after the issuance of a building permit	Prior to issuance of certificate of occupancy in non-residential and mixed use zone districts; upon 80% build out or 3 years whichever occurs first in residential and mixed use zone districts	No	On-premise only. Signs are not permitted on single residential lots. Signs shall be spaced at least 100 ft. from all other signs on property.
Real Estate Auction Directional	All	16 sq. ft.	6 ft.	10 ft. from right-of-way	4	No sooner than 14 days prior to event	Within 3 days after the event	No	Off-premise
Real Estate Directional	All	6 sq. ft.	3 ft.	10 ft. from right-of-way	1 per street front	As long as property is for sale, lease or auction		No	Off-premise
Sandwich Board/A-Frame	Non-Residential and Mixed Use	8 sq. ft.	4 ft.	There must be 5 ft. between sign and front of building for ADA compliance	1	N/A	N/A	No	On-premise only. Must be located on the sidewalk directly in front of the business
Interior Window Signs	Non-Residential and Mixed Use	20% window area per façade	N/A	N/A	N/A	N/A	N/A	No	N/A

#24

conflict between a provision of a Master Signage Plan and one (1) or more provisions of the City of Gallatin ordinances, the City of Gallatin ordinances shall control.

13.07.070 Permitted Permanent On-Premises Signs in Residential and Mixed Use Zone Districts

Permanent on-premises freestanding signs and on-premises wall-mounted signs that serve the specific function of identifying a residential development are permitted subject to the following restrictions:

- #5
- A. Each residential development containing three (3) through fifteen (15) dwelling units and approved under one (1) plat, final master development plan or site plan shall be permitted one (1) on-premise freestanding sign per development entry from a public street, up to a maximum of two (2) from a public street, with a maximum size sign face of eighteen (18) square feet each. The following provisions shall apply:
1. The leading edge or face of the sign or any building or other structure to which the sign is attached must be setback from the right-of-way a minimum of five (5) feet;
  2. No residential freestanding sign shall exceed eight (8) feet in height;
  3. All residential freestanding signs shall be illuminated by direct and steady means only;
  4. Each residential freestanding sign shall be maintained perpetually by the developer, sign owner, owner's association, or some other person who is legally accountable under an approved maintenance agreement. Signs that are not maintained shall be removed by the developer or owner.
- B. Each residential development containing at least sixteen (16) units and approved under one (1) plat, final master development plan or site plan shall be permitted one (1) on-premise freestanding sign per development entry from a public street, up to a maximum of three (3) from a public street, with a maximum size sign face of thirty-two (32) square feet each. The following provisions shall apply:

The on-premises signage at each development entry shall be one (1) of the following:

1. A double-sided freestanding sign located perpendicular to the public street and containing up to thirty-two (32) square feet per sign face;
2. A single-sided freestanding sign located parallel to the public street and containing up to thirty-two (32) square feet for the one (1) sign face.
3. A flared wall, or similar, to which two (2) single-sided signs are attached or imbedded and each sign does not exceed twenty-four (24) square feet. This includes two (2) one-sided signs located on each side of a subdivision entrance;

Canopy - A rigid or non-rigid multisided overhead structure covered with fabric, metal, or other material, but not enclosed by walls and supported by a building at one (1) or more points or extremities, and by columns or posts embedded in the ground at other points or extremities.

Canopy Signs – A canopy sign is any lettering, numbering or logo that is placed on a canopy and is considered wall-mounted signage.

Changeable Copy Sign (Automated Changeable Copy) - A sign or portion thereof that displays letters or numbers, characters, symbols, graphics or illustrations, (1) which are not themselves an illumination device, and (2) which may be changed or re-arranged by computer or microprocessor generated electronic commands, which commands may be programmed to change at pre-determined intervals or may be activated by an operator from either a proximate or a remote location. Automated changeable copy signs such as “flip matrix,” and “segmented.” Excludes electronic display screen and electronic message center signs.

Changeable Copy Sign (Manual) - A sign or portion thereof in which the message can only be changed manually.

Changeable Copy Sign (Multi-Vision) - A sign composed in whole or in part of a series of vertical or horizontal slats or cylinders that are capable of being rotated at intervals so that partial rotation of the group of slats or cylinders produces a different image and when properly functioning allows the sequential display of one of two or more images on a single sign structure. May also be known as “Tri-Vision” signs.

Channel Letters - Individual letters mounted directly to the wall.

#7  
Commemorative Sign – A sign, tablet, or plaque memorializing a person, event, structure or site.

Community Event Sign - A temporary sign advertising or announcing a special communitywide event such as fairs, job fairs, carnivals, circuses, sporting events, flea markets, educational, or those conducted by, or sponsored by, or on behalf of a unit of local government, a charitable organization, a not-for-profit corporation, or religious event or function.

Contractor Sign - A temporary sign placed by a contractor or other professional business such as, but not limited to, a landscaper or painter, to advertise the work currently being done on that property.

Development-In-Progress Sign - A temporary sign which, by means of symbol or name, identifies a project that requires a site plan or final master development plan such as, but not limited to, a shopping center, commercial or industrial park, or other development that may contain a mixture of residential, mixed use, commercial, or

- T. Strings of incandescent light bulbs with wattage in excess of fifteen (15) watts per bulb that are used on commercially developed parcels for commercial purposes other than traditional holiday decorations
- U. The following signs are generally prohibited unless special conditions apply as specified under Subsection 13.07.060:
  - 1. Banners
  - 2. Inflatable and Airborne Signs
  - 3. Off-Premise Signs
  - 4. Temporary Signs
  - 5. Wind Signs

#### 13.07.055 Exempt Signs

##### A. Guidance and Restrictions for the Use of Sign

- 1. The following exempt signs shall not require a permit, but are subject to the restrictions imposed by Section 13.06 and other relevant parts of this Article.
- 2. An exempt sign shall not be erected so as to create a hazard of any kind through the obstruction of vision by motorists and pedestrians.
- 3. The Zoning Administrator or designee shall determine whether a sign's placement is hazardous or vision is obstructed.
- 4. Signs shall not be located in the rights-of-way.

##### B. Permissible Exempt Signs

- 1. Building Marker
- 2. Commemorative Sign
- 3. Equipment/Machinery Signage
- 4. Flagpoles for one-family and two-family dwellings
- 5. Holiday lights and decorations with no commercial message
- 6. Incidental Signs
- 7. Legal Notices and Official Instruments
- 8. Traffic Control Signs must meet the requirements in the Manual for Uniform Traffic Control Devices.
- 9. Warning Signs

#### 13.07.060 Temporary Signs

##### A. Guidance and Restrictions for the Use of Signs

# Sign Ordinance Discussion Freestanding Sign Current and Proposed Comparison

Current		Proposed
Type	Freestanding (Pole or Monument)	Freestanding/Ground (Monument Style)
Height	20 feet	8 feet
Ground Clearance	No restrictions	Max of 3 feet from grade level to bottom of sign
Setback	10 - 15 feet from ROW	5 feet from ROW unless, it interferes with sight triangle and/or Gen. Dev. and Transp. Plan states greater ROW
Materials	Any	See attached
Number of Signs	1 per street front / max. of 2 per property	1 per street front / max. of 3 per property

Display Surface Area - Max. Face/ Max. Aggregate	
GO, OR, MRO, MU, MUG, MUL, MPO	120 sq. ft. / 200 sq. ft.
CG, CS, CSL, PGC, PNC,	250 sq. ft. / 350 sq. ft.
PBP, IR, IG	200 sq. ft. / 300 sq. ft.
	100 sq. ft. / 200 sq. ft.
	125 sq. ft. / 225 sq. ft.

ITEM 1

PC 0031-12

## Sign Ordinance Discussion

### Multi-Tenant Development/Out Parcel

**Multi-Tenant Development** - A permanent on-premises freestanding sign, in non-residential, mixed use and industrial zone districts, that is erected to display the identity of five (5) or more tenants within a development; is approved under one (1) preliminary master development plan or site plan; with or without individual street frontage and with a common parking lot or private drive; and with a total of at least ten-thousand (10,000) square feet in the building development. Multi-Tenant Developments that do not qualify for a Multi-Tenant Development sign shall share a single ground sign per Subsections 13.07.065 and 13.07.075.F.

**Out Parcel** - Individual retail sites located within a shopping center; a tract of land adjacent to a larger tract of which it was originally an integral part.

#### Multi-Tenant Development

<b>Maximum Number of Signs</b>	1 per development access, min. of 350 ft. apart, max. of 2 per street front
<b>Maximum Height</b>	10 ft. for 10,000 to 20,000 sq. ft. of building
	12 ft. for 20,001 to 30,000 sq. ft. of building
	15 ft. for 30,001 or greater building sq. ft.
<b>Ground Clearance</b>	Max. of 3 feet from grade level to bottom of sign
<b>Minimum Setback</b>	10 ft. from R-O-W
<b>Materials</b>	Shall match the architectural design of the building
<b>Max. Per Face / Max.Total Aggregate in All Non-Residential, Mixed Use and Industrial Zone Districts</b>	120 sq. ft. / 300 sq. ft.
<b>Out Parcel(s)</b>	70 sq. ft. / 120 sq. ft.

ITEM 1

PC0031-12